

# **Loudoun County EMS Advisory Council, Inc.**

## **Executive Committee Minutes**

**April 2, 2003**

A meeting of the Executive Committee of the Loudoun County EMS Council, Inc., was conducted on April 2, 2003, at the Loudoun County Fire-Rescue Training Center, Leesburg, Virginia. Leo C. Kelly, Chairman, called the meeting to order at 1940 hours.

The following members of the Executive Committee were in attendance:

Chairman Leo C. Kelly  
Secretary Linda Hale  
Treasurer Alice Love  
At-Large Member Patricia Russell  
At-Large Member Beverly Taylor

The following members of the Executive Committee were excused:

Vice Chairman G. David Swartz  
At-Large Member Betsy Creamer

Chairman Kelly advised that the purpose of the meeting was to bring the Executive Committee up-to-date on several items of importance and also to establish a proposed budget for the distribution of Two-for-Life funds for 2003, to be presented to the EMS Council members at the April 15, 2003.

### **Release of Information Form for New Members**

Chairman Kelly stated that over the years we have encountered problems with individuals applying for membership in other Loudoun County companies. In several of these cases the members have been dismissed for cause and pose a potential problem to the company they are applying to for membership.

When the company that they are applying to seeks information on their membership or employment with their previous company they are confronted with the fact that the previous companies or employer's cannot release information concerning their employment, membership or dismissal based on privacy issues. These members then create the same problems in their new company that occurred in the previous company and probably could have been avoided had the company been aware of these issues prior to accepting the individual into membership.

In order to correct this problem, Kelly stated that he is proposing the development of a "Consent to the Release of Information Form," that could be used by each company to obtain this critical information prior to accepting an individual for membership.

Kelly is proposing that this form would be used by each company as part of their application for membership into their organization. The form, which would be signed by the applicant, would allow for the release of information from any Fire-Rescue organization or Fire-Rescue employer regarding the individuals conduct during their membership or employment and the reason they left the organization including dismissal.

Kelly has asked Francis Rath, an attorney and also a volunteer member of Company 13, to prepare such a document for review. Once the document is created, we would approach the Rescue Chief's Committee to review the document and begin the process of presenting it to the EMS Council. If approved by the Council, we would then forward it to the Fire Council.

### **PROPOSED TWO-FOR-LIFE EXPENDITURES**

Following a through discussion of each item, the following distribution of Two-for-Life funds currently being held by the LCEMSC was proposed and will be presented to the Loudoun County EMS Council meeting on April 15, 2003.

<b>PROPOSED EXPENDITURE</b>	<b>PROJECTED DATE</b>	<b>PROJECTED COST</b>	<b>STATUS OF PROJECT</b>	<b>BALANCE OF ACCT</b>
<b>Starting Balance</b>				78,491.49
LP 300 Replacement Project (14 units)		\$ 43,624.00	OPEN	\$34,867.49
TC EXTRICATION EQUIPMENT		\$ 17,000.00	OPEN	\$17,867.49
STUDENT REIMBURSEMENT FUND		\$ 2,000.00	OPEN	\$15,867.49
ALS Key/Box Project Balance		\$ 9,000.00	OPEN	\$6,867.49
BLS Equipment		\$ -		\$6,867.49
Public Education Project Save a Life		\$ 2,000.00	OPEN	\$4,867.49
Triage Tag Project		\$ 1,200.00	OPEN	\$3,667.49
Miscellaneous for overrun of Projects		\$ 1,417.49	OPEN	\$2,250.00
ALS FAST ONE Simulator for Stations@250.00 (9)		\$ 2,250.00	OPEN	\$0.00

### **STATUS OF DEPARTMENT OF FIRE RESCUE SERVICES**

Chairman Kelly stated that the Department of Fire-Rescue Services has been an EMS Transport Agency for quite some time and is still listed within the EMS Council as a Non-Transport Agency. He stated that unless anyone had any objections that their status within the EMS Council would be changed to an EMS Transport Agency Status. They're being no objections the status will be changed.

### **Clark Diener and BLS and ALS Instructor of Year Awards**

The Annual Awards Banquet and the presentation of the Clark Diener award and BLS and ALS Instructors of the year is scheduled for May 15, 2003. The former Clark Diener recipients will be asked to meet to select the 2003 recipient this month. We will also seek nominations for the selection of the BLS and ALS Instructors for 2003.

Kelly asked for authority to purchase the plaques from the funds from the General Account. There were no objections.

### **Purchase of Computer**

The previous LCEMSC Executive Board had approved the purchase of a Lap Top Computer Notebook. The Executive Committee concurred with the decision of the previous Executive Committee but made a suggestion to change it from a Lap Top to a desktop model and discussed this at length. Alice Love will research this for the Executive Committee.

They're being no further business the meeting was adjourned at 2145 hours.

For the Committee:

Leo C. Kelly, PA – Chairman